



New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection & Permanency	Effective Date:
Volume:	X	Forms	
Chapter:	A	Forms	7-24-2015
Subchapter:	1	Forms	
Issuance:	16.84	CP&P Form 16-84, Request for Banking Services	

Click here to view, complete and print the CP&P [Form 16-84](#).

WHEN TO USE IT

CP&P [Form 16-84](#) is used to document the need for a new bank account.

HOW TO USE IT

The Local Office Manager (LOM) completes the form on-line in template format. The LOM uses the tab key to navigate between text form fields to provide requested information. The LOM signs as the requestor, and forwards the completed form to the Area Director for review and approval. Upon approval, the Area Director signs the form, and forwards the original to the Office of Accounting.

DISTRIBUTION

Original: - Office of Accounting

Copy: - Local Office Manager

Copy - Area Director